



Office of the Attorney General Electronic and Information Resource Accessibility Exception Request

1. Requestor Information

Requestor name:	Requestor Must be a Division Chief or Director	Date:	
Requestor email:		Telephone number: ()	
Office address:	City:	State:	ZIP code:
Division:	Supervisor:		

2. Description of Electronic and Information Resources (EIR) Exception Request

Is the EIR:	
<input type="checkbox"/> under development? Completion date:	<input type="checkbox"/> under revision? <input type="checkbox"/> completed or acquired?
EIR type:	
<input type="checkbox"/> Web page	<input type="checkbox"/> software application
<input type="checkbox"/> electronic document (PDF, MS Word, PPT, etc.)	<input type="checkbox"/> multimedia or video content
<input type="checkbox"/> electronic form	<input type="checkbox"/> information technology hardware or office equipment
EIR title:	
EIR description (include all relevant details and, if applicable, URL address and hardware or office equipment location):	
The EIR is (enter X for all that apply):	
<input type="checkbox"/> mission critical for service delivery	<input type="checkbox"/> used in staff development or training
<input type="checkbox"/> required to perform an essential job function	<input type="checkbox"/> other, please describe

3. Justification for Exception

Describe the significant difficulty or expense that justifies the requested exemption.

4. Alternative Compliance Methods

Describe alternative access to be provided.

5. Relevant Cost Avoidance Estimates

Describe cost avoidance estimates.

6. Executive Management Response

This exception request is:

☐ Approved ☐ Denied

Expiration date of this exception:

Attorney General or First Assistant Attorney General signature:

X

Date: